



DECA Advisors:

The 60th Annual Arkansas State Leadership Development Conference will be held Feb. 26-27 at the Embassy Suites NWA in Rogers. The hotel is located just off I-540 at 3303 Pinnacle Hills Parkway. The phone is (479) 254-8400. In this packet, you will find instructions and cost of the conference. All events will be held in the hotel. Rooms are blocked. All reservations will be made through the state office.

Room rates are \$89. The hotel total, including taxes, will be \$100.57. This is for single, double, triple, and quad. Check-in time is 3 p.m. Checkout time is 11 a.m. Breakfast is included in the room rate. All room registrations will be made along with your conference registration through the state office. All documents and payments are due in the state office by Feb. 3.

REGISTRATION REFUNDS CANNOT BE MADE AFTER THAT DATE, SUBSTITUTIONS CAN BE MADE, BUT WE CANNOT GUARANTEE THAT T-SHIRT SIZES WILL BE AVAILABLE FOR THE SUBSTITUTION.

DECA DANCE AND SILENT AUCTION

We will host a DECA dance this year in place of the DECA Fair. Admission to the dance will be \$1 with all proceeds to be distributed evenly among all first-place winners attending ICDC to go toward their travel costs. Advisors are expected to be present to chaperone the dance. The silent auction will be held in conjunction with the dance; bidding will end at 10:30 p.m., and all items should be paid for and picked up at that time. Helen Hicks will be in charge of the silent auction again this year; each chapter is asked to submit at least one item. All proceeds from the auction will be presented to MDA.

STUDENT DRESS

Students are expected to wear blazers or business attire to all events and competitions. Dress for the DECA dance is casual, but decent. Any student dressed inappropriately will be removed from the dance. Students **MUST** have their name badges on to participate in any phase of the competitions and general sessions or to attend the dance.

An Arkansas Association of DECA T-shirt is included in your registration this year. Please make sure you include shirt sizes on the registration form for everyone paying registration.

AAMET/PROFESSIONAL DIVISION BREAKFAST

AAMET and the Professional Division will have their meeting/breakfast on Monday morning. I will send more information as I have it. If you have questions pertaining to the agenda of the AAMET meeting, contact Debora Harris at North Pulaski High School.

JUDGES' GIFTS CONTRIBUTIONS

Judges' gifts have been purchased. We will use the same black portfolio that we had in Little Rock last year. Due to increased membership and knowing how tight money is for the local chapters, we will not be taking judges' gift contributions this year unless we experience a tight money situation with the state organization. I appreciate your willingness to help. Maybe this will allow you help a local chapter member in need of funds to attend a conference.

SCRAPBOOKS

If you would like to enter your chapter's scrapbook in the statewide Scrapbook Competition, be sure to bring it with you to registration on Sunday. The scrapbook should cover your chapter's activities from last year's SCDC up until this year's SCDC. It must be in an official DECA scrapbook (obtainable from DECA images). Notice that the competition is included in the entry listings on the entry form. We need this information to make arrangements for an area large enough to display the number being submitted. Awards will be given for the first three places. **YOU MUST CHECK THE BOX ON THE ENTRY FORM THAT YOU WILL BE ENTERING A SCRAPBOOK.** If you drop off a scrapbook and you did not enter it on your original entry form, your book will be disqualified.

ADVISOR ASSIGNMENTS

Advisors will be sent a list of event/job assignments for Sunday and Monday. Participation is required. Advisors should be at the advisor briefing to discuss changes in format of assignments from last year to this one. **Changes in format will not have advisors at the judges' luncheon.**

Advisors are assigned to proctor the test that coincides with the event for which they are in charge or working. **NO FOOD OR DRINK BY STUDENTS OR ADVISORS SHOULD BE IN THE TESTING AREA. ALL ADVISOR AND STUDENT CELL PHONES SHOULD BE TURNED OFF; STUDENT PHONES GOING OFF DURING TESTING WILL RESULT IN DISQUALIFICATION.**

Advisors should make sure the judges they are assigned to are informed and know where to report.

ARKANSAS DECA SCHOLARSHIP (formerly Jack Hawkins Scholarship)

Interviews will be held Monday; all applicants should submit letters of application to the state advisor by Feb. 3.

CRITERIA FOR ARKANSAS DECA SCHOLARSHIP AWARD

1. Limited to seniors enrolled in marketing education
2. Must have an overall grade point of 2.5
3. Must submit a letter of application and letters of recommendation from the M.E. coordinator and one other teacher, preferably a senior-year teacher
4. College major must be in the field of marketing or marketing education; student will submit a statement concerning future plans that will include the name of the college the student plans to attend and career objective
5. Must submit an official high school transcript of credits through the last semester of completed work
6. First payment of the scholarship to be mailed to the registrar after the student has enrolled and must be endorsed by both the student and the registrar; the second payment to be made if the student completes the first semester with 12 hours of passing work; payments to be \$200 per semester

The Letter of Application should contain the following information:

- Participation in local, state, regional, and national DECA activities; list the activities in which the student has participated (Possible 20 points)
- Overall school record (possible 30 points)
 1. School attendance (days absent during school)
 2. Awards and honors received
 3. Extracurricular activities
 4. Grade-point average for high school work completed
- Vocational progress (possible 30 points)
 1. Submit a record of work experience
 2. Submit a letter of recommendation from employer
- Interview (20 points)

DECA STATE CAREER DEVELOPMENT CONFERENCE

Purpose:

The Arkansas DECA Career Development Conference is designed to select representatives for national competition, state officers, and scholarship recipients. Students will develop social competence, leadership, and a better understanding of marketing.

Rules:

1. Complete the required registration forms and submit before the stated deadline. (Conference and Competitive Event Registration forms are located in Appendix B of this handbook.)
2. Read and follow instructions in the state conference packet.
3. The established dress code (Conduct Rules and Regulations Form) will be enforced by each chapter advisor at all times. The Competitive Event Series directors and the state advisor have the authority to disqualify competitors not dressed appropriately.

4. The established code of conduct (Conduct Rules and Regulations Form in Appendix B) will be enforced. The state advisor has the authority to send violators home with forfeiture of any/all potential honors or awards.
5. Attendance will be limited to competitive event participants, state officers, officer candidates, and voting delegates.
6. Attendance at all general sessions, special meetings, and other planned activities shall be compulsory. Failure to attend a session allows for disqualification from conference activities.
7. **State Officer Candidates** – No chapter may have more than two candidates entered in state elections. All candidates are subject to interview with a committee appointed by the state advisor.

--Officer candidates must meet all qualifications; refer to your state handbook.

--Officer candidates will give a three- to five-minute campaign speech at the opening general session.

--**Officer Election** will be by voting delegates only.

Voting Delegates – Students from local chapters throughout Arkansas will select the Arkansas DECA Action Team for the upcoming year. These voting delegates will listen to the officer candidates' campaign speeches, caucus with their local chapter, and cast their choices for Arkansas DECA officers. Each chapter is eligible to have two voting delegates.

8. Voting delegates must vote during the designated time to be announced at the conference
9. Every school should have one chaperon for every 10 students in attendance. Please note the following guidelines for chaperons:
 - a. A chaperon takes the place of the teacher-coordinator in assuming responsibility for the well-being of DECA members present at the conference. This is a critical task.
 - b. Chaperones should take their jobs seriously. If discipline and order are to be preserved, all chaperones must help with student control and supervision. Key places for chaperon assistance
 - All general sessions
 - Assisting students in getting to competition and sessions on time and appropriately dressed
 - Hotel hallways during student free time and after curfew
 - c. Chaperones should be given an explanation and copy of the Conduct Rules and Regulations (includes dress code). Make sure chaperones understand the rules under which the students should operate.

STUDENT SELECTION AND ELIGIBILITY

Student Selection

The SCDC is a unique educational experience. A student selected to attend should do **more** to qualify than “be a paid, registered member of DECA.” **Only** the local advisor knows of a student’s in-class performance, dependability, and good judgment. In other words, the SCDC is not the time or place to solve problems. We all recognize the structure of the conference, number of students in attendance, adult responsibilities, etc., do not allow for minute-by-minute supervision of students. Students who attend the SCDC should be those who have demonstrated personal and educational competence in the marketing education program throughout the year. Please consider the following:

1. Students should earn the right to attend the SCDC as evidenced by class performance, attitude, and respect.
2. It is better to prevent a potential problem student from attending than trying to continuously supervise that student. The structure, etc., of the SCDC does not facilitate constant supervision – i.e., once the hotel room door closes.
3. **All** students selected to attend the SCDC should be given a comprehensive pre-conference orientation **prior to registering to attend** (i.e., prior to sending the registration). Students should be aware of their responsibilities as school, chapter, and Arkansas DECA representatives. They should also be made aware of the consequences relative to conduct/dress code violations. Students should be given a copy of the Conduct Rules and Regulations (including dress code) with knowledge of penalties.
4. The SCDC is much more than a competitive events conference. Recognition, officer candidacy, and social growth provide a variety of involvement. Each of your DECA members should be aware of these unique opportunities and encouraged to attend all activities.
5. All chapters should have one chaperon for every 10 students in attendance.
6. Make sure all of your chaperones have received a copy of their responsibilities and the Conduct Rules and Regulations.
7. You must have a Permission Form and Medical Authorization for each student with you at the SCDC. Arkansas DECA will not collect the forms. The forms are your best method of security should emergencies or problems arise.

ELIGIBILITY

Only students who have paid their DECA dues and are listed on your chapter’s membership roster that was submitted to National DECA are eligible to attend state. To be eligible for competition, voting delegates, or officer candidates, members must be on record as paying their dues to the National DECA office by Jan. 31. To allow National DECA time to process all forms, the last date to mail dues for students attending state is Jan. 15.

Additionally, students entered in competitive events must meet the Arkansas Activities Association eligibility requirements.

Please bring Written Event and Research Event papers to SCDC Registration.

COMPETITIVE EVENT INFORMATION

Each chapter may enter the following number of contestants in events based upon their chapter membership as submitted to National DECA by Jan. 15:

| | |
|------------------------|-----------------------------|
| 1-40 chapter members | One contestant per event |
| 41-80 chapter members' | Two contestants per event |
| 81 and over | Three contestants per event |

All contestants must be listed on the Competitive Event Registration form. Chapters are not allowed to add contestants after the deadline for entry. Substitutions will be allowed by notifying the state office one week prior to the conference, but no additions will be allowed after the stated deadline. No refunds will be made.

For guidelines on individual events and chapter projects, refer to the National DECA guide. The rules, regulations, and rating sheets given in this publication will be used for all competitive events with the exception of the DECA Quiz Bowl.

IMPORTANT REMINDER: Students may use calculators in all competitive events. These calculators must be battery-powered and general purpose – no scientific calculators or business calculators.

CONDUCT RULES AND REGULATIONS

ARKANSAS DECA CONFERENCE/MEETING

1. Chapter advisors should explain student regulations and the reasons for them to all DECA members attending the event before students sign their permission/agreement forms. Students must understand that infractions of the rules of conduct could result in the forfeiture of all individual rights and privileges. Serious infractions of conduct rules could result in parents and/or school officials being notified and/or students being sent home at their own expense.
2. Advisors who attend such events will be responsible for the conduct of their students.
3. Advisors should be available at any time for handling disturbances and accepting responsibility for checking student activities.
4. The DECA Board of Directors or State Committee members in attendance will decide extreme situations.
5. The following dress code will be enforced
General sessions and competitive events: MEN – DECA blazers, suits, or sports jackets with slacks, shirt, tie, and dress shoes are required. WOMEN – DECA blazers, skirts and blouses, suits, dress or professional pantsuits with dress shoes are required.
DECA Dance and relaxation time: Casual wear, including jeans, may be worn. No bare midriffs, cutoffs, spandex, or T-shirts with suggestive messages will be considered appropriate attire.
6. No DECA member shall leave the hotel or convention center unless permission has been received from the advisor. Members must keep their advisors informed of their activities and whereabouts at all times. Students are not allowed to leave these areas after dark unless accompanied by an advisor.
7. There shall be no defacing of public property – the individual or chapter responsible must pay any damage to property or furnishings in the hotel rooms, lobby, or meeting rooms. Do not remove any hotel property from the premises.
8. Members shall possess no alcoholic beverages or narcotics in any form at any time under any circumstances.
9. Members of the opposite sex are not allowed in the same hotel room unless chaperoned by an advisor.
10. Members and advisors shall attend all general sessions, assigned competitive events, social events, and other scheduled meetings.

FORMS

The following forms are necessary for registration. Copy forms as necessary. Additional copies of most forms are in your Arkansas DECA State Handbook.

The following forms are to be completed and in advisor's possession if necessary at conference:

Authorization to Treat a Minor

The following forms should be sent with registration to: Arkansas Association of DECA
C/O Jim Brock
Three Capitol Mall, Room 502
Little Rock, AR 72201

Special Needs Form
State Officer Nomination forms and documentation
National Officer Nomination forms and documentation
Advisor Agreement Form
Delegate Agreement Form
AAA Form
Event Entry Forms
Conference Registration Form
Rooming Lists
Arkansas DECA Scholarship Documentation

The following forms are information only:

Jack Hawkins Scholarship Rating Sheet
Tentative SCDC Agenda (subject to change)
Advisor Award Information

ARKANSAS DECA SCHOLARSHIP AWARD

RATING SHEET

PARTICIPATION IN DECA ACTIVITIES

| | | |
|----------|-------|----|
| Local | | |
| State | | |
| Regional | | |
| National | _____ | 20 |

OVERALL SCHOOL RECORD

| | | |
|---------------------------------------|-------|----|
| School attendance | | |
| Awards and honors received | | |
| Extracurricular activities | | |
| Grade point for high school completed | _____ | 30 |

VOCATIONAL PROGRESS

| | | |
|--|-------|----|
| Record of work experience | | |
| Letter of recommendation from employer | | |
| Plans to major in marketing field | _____ | 20 |

INTERVIEW

| | | |
|--|-------|----|
| Poise and maturity | | |
| Self-confidence, initiative, and assertiveness | | |
| Communication skills | | |
| Presentation of facts in an orderly manner | | |
| Personal appearance (grooming and attire) | _____ | 20 |

| | | |
|---------------------|-------|-----|
| TOTAL POINTS | _____ | 100 |
|---------------------|-------|-----|

NAME _____

SCHOOL _____

JUDGE'S SIGNATURE _____

JUDGE'S COMMENTS:

ADVISORS SHOULD BRING WITH THEM TO CONFERENCE A COPY FOR EACH STUDENT

AUTHORIZATION TO TREAT A MINOR

I (we) the undersigned parent, parents, or legal guardian of _____, a minor, do hereby authorize and consent to any x-ray examination, anesthetic, medical, or surgical diagnosis of any member of the medical staff or emergency room staff licensed under applicable law of any hospital holding a current license to operate under applicable law. It is understood that this authorization is given to provide authority and power to render care that aforementioned physician in the exercise of his/her best judgment may deem advisable. It is further understood that an effort shall be made to contact the undersigned prior to rendering treatment to patient, but that in an emergency situation, necessary treatment will not be withheld if the undersigned cannot be reached.

List any restriction:

This consent shall remain effective until _____ 20____

Allergies to drugs or foods: _____

Any special medications or pertinent information: _____

Telephone numbers where parents (guardians) may be reached:

Father

Mother

Home _____ Business _____

Home _____ Business _____

Family Physician (name) _____

Address _____ Phone _____

Insurance Company _____ Policy No. _____

(Signature of father, mother, or legal guardian) Date

Address City State Zip

**ARKANSAS ASSOCIATION OF DECA
NOMINATION FORM FOR NATIONAL OFFICE**

OFFICE SOUGHT _____

Name _____

Home Address _____

City/Zip Code _____

Home Phone _____

Parents' Full Name _____

School _____

Career Objective _____

Three Letters of Recommendation Attached: _____ Yes _____ No

DECA Offices Held:

| <u>Other Offices Held</u> | <u>From-To</u> | <u>Name of Organization</u> | <u>Number of Members</u> |
|---------------------------|----------------|-----------------------------|--------------------------|
|---------------------------|----------------|-----------------------------|--------------------------|

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
|-------|-------|-------|-------|

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
|-------|-------|-------|-------|

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
|-------|-------|-------|-------|

The above named candidate is a member in good standing of this chapter and is a qualified delegate to the State Career Development Conference. To the best of my knowledge, all information submitted on, with, or attached to this nomination form is factual and exists as presented. I personally can vouch for the qualifications of this candidate for this office and I agree to actively aid and support this student, if elected.

Chapter Advisor's Signature

Grade Point: _____

Attach transcript of grades (must have a 2.5 average for the two previous completed semesters prior to the National DECA Conference.

DECA STATE CAREER DEVELOPMENT CONFERENCE

PERMISSION SHEET

This is to state that my son/daughter named below has permission to attend the **DECA State Career Development Conference**, relieving the Career and Technical Education Section, local advisor, and local school district of any responsibility that does not come under the term “reasonable,” and further agree that the state and chapter advisors shall have the authority to control and enforce the listed rules and regulations that have been deemed advisable and reasonable for all students attending this event.

I understand that my son/daughter may be sent home for violations of any of the rules and regulations. Reasonable attempts will be made to contact local school authorities and parent(s) or guardian(s). Those contacted will be given an opportunity to determine the mode of transportation for my son/daughter and will be responsible for the expenses involved.

Name of Student

Name of School

Signature of Parent or Guardian

Date

Home Phone Number

Business Phone Number

NOTE: A signed permission slip for each student attending must be submitted, along with the school agreement form, during conference registration.

DECA STATE CAREER DEVELOPMENT CONFERENCE

SPECIAL NEEDS FORM

If you have a student who requires special needs at the DECA State Career Development Conference, please state the need below and return this form to

Jim Brock, DECA State Advisor
Three Capitol Mall, Suite 502
Little Rock, AR 72201-1083

School: _____

Advisor: _____

Student: _____

Special needs required:

ARKANSAS ASSOCIATION OF DECA
NOMINATION FORM FOR STATE OFFICE

OFFICE SOUGHT: _____

Name _____ Phone _____

Address _____ City/Zip Code _____

Parents' Full Name _____

School _____

Career Objective _____

The candidate must attach three letters of recommendation. One letter from the local chapter advisor, one from a school official, and one from the student's employer must be included. If the candidate is a nonwork-based learning student, a letter from another current teacher may be substituted for the employer's letter.

Accomplishments as a DECA member: _____

Other accomplishments, honors, or activities: _____

Why do you wish to become a state DECA officer? _____

Rules of Conduct for State Officers:

Students serving as officers for the Arkansas Association of DECA will be expected to lead by example. Misconduct of any kind is unacceptable. Officers are expected to display a positive attitude and fully cooperate with DECA officials at all times. Violations of conduct rules will fall into one of the following categories:

1. **Minor Violations:** Three minor rule violations during the course of the officer's year of service may result in removal from office. Minor violations include being late for meetings or failing to complete assignments on time.
2. **Serious Violations:** Two serious rule violations during the course of the officer's year of service may result in removal from office. Serious infractions include failing to attend an assigned meeting, failing to complete an assignment, or failing to following instructions.
3. **Extreme Violations:** One extreme rule violation may result in immediate removal from office. Extreme violations include failing to attend Executive Committee meetings, failing to attend the International Conference, or failing to attend the Fall Regional Conference. Any use of illegal products or failure to comply with curfew at conferences will be considered extreme violations.

Note: The local DECA chapter advisor may resign his/her state officer from office at any time for any reason.

Endorsements:

By signing below, we, the parents/guardians, chapter advisor, and local school administrator agree to support the officer. We will make sure that the officer is properly chaperoned at all meetings and that the fewest number of days of school and/or work are missed. We agree that DECA is a co-curricular, not an extracurricular, activity that builds leadership in the officer and serves the community, school, state, and nation, and all activities scheduled are essential and shall be attended by the officer and his/her advisor and supported by all parties to those endorsements.

I have read, studied, and understand the above points. If elected to state office, I will carry out my responsibilities in accordance with these statements and understand that I can be removed from office at any time by the state advisor if I do not completely adhere to the standards for state officers.

Officer Candidate's Signature

Parent or Guardian Signature

Local School Administrator

Chapter Advisor

#STATE OFFICERS SHOULD MAKE SURE THEY ARE COMMITTED TO ATTENDING ALL REQUIRED FUNCTIONS. TRAVEL TO ICDC SHOULD BE COORDINATED WITH STATE ADVISOR SO THAT THEY ARE TRAVELING DURING SAME TIMES IF NOT AT SAME TIME.

#THERE WILL BE A REQUIRED ORGANIZATIONAL MEETING WITH OFFICERS, STATE OFFICER ADVISORS, AND ADVISORS OF NEW STATE OFFICERS FEB. 24 TO DISCUSS UNIFORMS AND TRAVEL TO ICDC. LOCATION AND TIME TO BE ANNOUNCED. STATE OFFICER TRAINING WILL BE HELD JUNE 14-16; ATTENDANCE IS MANDATORY.

ADVISOR AGREEMENT FORM

MAIL TO:

Jim Brock, DECA State Advisor
Three Capitol Mall, Suite 502
Little Rock, AR 72201

NOTE: Submit only if local advisor is not attending.

School _____ Phone _____

Advisor _____ Home Phone _____

I will not be attending the SCDC conference; however, the following advisor has agreed to supervise my students who are attending.

Advisor _____ Home Phone _____

School _____ Phone _____

**AGREEMENT FORM
MUST BE SUBMITTED AT REGISTRATION**

"I have read the conditions of attendance or participation at the DECA State Career Development Leadership Conference, understand them, and agree to refrain from any infraction of these rules and conditions. I understand an infraction of the conduct rules may result in the forfeiture of all individual rights and privileges. I further understand that serious infractions could result in my being sent home at my own expense."

Delegate Signatures:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Approved by:

| |
|---|
| _____ |
| Signature of School Superintendent or Principal |
| _____ |
| Signature of DECA Chapter Advisor |
| _____ |
| Name of Local Chapter |

NOTE: Serious infraction of conduct rules could result in parents and/or school officials being notified and/or student being sent home at his/her own expense.

**THIS FORM SHOULD BE ATTACHED TO YOUR
COMPETITIVE EVENT ENTRY FORM!!!!**

**ARKANSAS DECA
State Career Development Conference
EVENT ENTRY FORM – 2006**

SCHOOL_____

ADVISOR_____

| INDIVIDUAL SERIES EVENTS | CONTESTANT NAMES |
|--|-------------------------|
| Accounting Applications ACT | 1. 2. 3. |
| Apparel and Accessories Marketing Series (AL) AAAL | 1. 2. 3. |
| Apparel and Accessories Marketing Series (ML) AAML | 1. 2. 3. |
| Business Services Marketing Series BSM | 1. 2. 3. |
| Food Marketing Series (AL) FMAL | 1. 2. 3. |
| Food Marketing Series (ML) FMML | 1. 2. 3. |

| | |
|--|--------------------------|
| Quick Serve Restaurant Management Series QSRM | 1. 2. 3. |
| Restaurant and Food Service Management Series RFSM | 1. 2. 3. |
| Retail Merchandising Series (AL) RMAL | 1. 2. 3. |
| Retail Merchandising Series (ML) RMML | 1. 2. 3. |
| Full Service Restaurant Management Series | 1. 2. 3. |
| Vehicles and Petroleum Marketing Series VPM | 1. 2. 3. |
| MANAGEMENT TEAM DECISION-MAKING EVENTS | TEAM MEMBER NAMES |
| Business Law and Ethics Management Team Decision-Making BMDM | 1. 2. 3. |
| E-Commerce Management Team Decision-Making EMDM | 1. 2. |

| | |
|--|----------------------------------|
| | 3. |
| Financial Analysis Management Team Decision-Making FMDM | 1. 2. 3. |
| Hospitality Services Management Team Decision-Making HMDM | 1. 2. 3. |
| Sports and Entertainment Management Team Decision-Making SMDM | 1. 2. 3. |
| SPECIAL ACTIVITY | CONTESTANT NAMES |
| DECA QUIZ BOWL | 1. 2. 3. 4. |
| MARKETING RESEARCH EVENTS | CONTESTANT NAMES |
| Business and Financial Services Marketing Research BFR | 1. 2. 3. |
| General Marketing Research GKR | 1. 2. 3. |
| Hospitality and Recreation Marketing Research HRR | 1. |

| | |
|--|---------------------------------------|
| | 2. 3. |
| Retail Marketing Research RMR | 1. 2. 3. |
| BUSINESS MARKETING AND ENTREPRENEURSHIP | CONTESTANT NAMES |
| Entrepreneurship Participating Event --Independent Business ENPI Or Entrepreneurship Participating Event – Franchising Business ENPF INDIVIDUALS ONLY | 1. 2. 3. |
| Entrepreneurship Written Event ENW (Max 3 per team) | Team 1. Team 2. Team 3. |
| E-Commerce Business Plan EBP (Max 3 per team) | Team 1. Team 2. Team 3. |
| International Business Plan IBP (Max 3 per team) | Team 1. Team 2. Team 3. |
| CHAPTER TEAM EVENTS | TEAM MEMBERS |
| Civic Consciousness Project CCP (Max 3 per team) | Team 1. Team 2. Team 3. |
| Creative Marketing Project CMP | Team 1. |

| | |
|--|--|
| (Max 3 per team) | Team 2. Team 3. |
| Entrepreneurship Promotion Project EPP (Max 3 per team) | Team 1. Team 2. Team 3. |
| Learn and Earn Project LEP (Max 3 per team) | Team 1. Team 2. Team 3. |
| Public Relations Project PRP (Max 3 per team) | Team 1. Team 2. Team 3. |
| MARKETING REPRESENTATIVE EVENTS | CONTESTANT NAMES |
| Advertising Campaign ADC (Max 3 per team) | Team 1. Team 2. Team 3. |
| Fashion Merchandising Promotion Plan FMP INDIVIDUAL | Team 1. Team 2. Team 3. |
| Technical Sales Event TSE INDIVIDUAL | Team 1. Team 2. Team 3. |
| Scrapbook | Entering Check One () Yes () No |

| | |
|---|----------------|
| | |
| 7-up Challenge 7 up Online only (national only) | 1. 2. 3. |
| Stock Market Game SMG Online only (national only) | 1. 2. 3. |
| Virtual Business Challenge VBC Online only (national only) | 1. 2. 3. |

DECA
State Career Development Conference 2006

CONFERENCE REGISTRATION

Chapter _____ Advisor(s) _____

Please list all delegates (students, advisors, and chaperones on this form). Type or print entire form.

| Delegates | Advisor Chaperone | T-Shirt Size | State Officer | Officer Candidate |
|------------------|------------------------------|-------------------------|--------------------------|------------------------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| 9. | | | | |
| 10. | | | | |
| 11. | | | | |
| 12. | | | | |
| 13. | | | | |
| 14. | | | | |
| 15. | | | | |
| 16. | | | | |
| 17. | | | | |
| 18. | | | | |
| 19. | | | | |
| 20. | | | | |

Number of Delegates

_____ x \$40 = \$ _____

Number of Advisors/Chaperones

_____ x \$40 = \$ _____

Total \$ _____

ROOMING LIST
DECA STATE CAREER DEVELOPMENT CONFERENCE
2006
LITTLE ROCK, ARKANSAS

SCHOOL NAME:

Room # _____ M _____ F _____

NAMES 1. _____ nights _____

 2. _____ total _____

 3. _____

 4. _____

Room # _____ M _____ F _____

NAMES 1. _____ nights _____

 2. _____ total _____

 3. _____

 4. _____

Room # _____ M _____ F _____

NAMES 1. _____ nights _____

 2. _____ total _____

 3. _____

 4. _____

TOTAL NUMBER OF ROOMS _____

AMOUNT ENCLOSED \$ _____

Outstanding New DECA Advisor Award

The Outstanding New DECA Advisor Award is to recognize advisors with three years or less of service. The award is based on nomination by state/provincial associations based on significant contributions to innovation and professionalism.

This award will be presented at state CDC; selection will be by state DECA advisor awards committee.

Professional Division Awards

Honorary Life Membership

Honorary Life Membership is DECA's highest award. Individuals eligible for this award must be marketing education personnel who have contributed a minimum of 20 years of service to the organization. Candidates for this award must have added significantly to the development and/or progress of DECA at the **national** level. Other candidates may be considered who are individuals other than marketing education personnel who have supported DECA at the national level in a significant way for a minimum of five years and from whom DECA may reasonably expect continued interest in its activities.

A third category of candidates are marketing education personnel who have left the profession, but who continue to support DECA on the national level for a minimum of five years, and from whom DECA may reasonably expect continued interest in its activities. Only under unusual circumstances can more than two such awards be presented in any one year. **The nomination form MUST BE ACCOMPANIED BY:**

1. Nomination Form (follows)
2. Three letters of recommendation in support of the candidate as a National DECA award recipient
3. A chronological list of the candidate's contributions and achievements that have advanced the cause of DECA and marketing education at the **national level**.
4. Two 8" x 10" black-and-white glossy photographs or digital photograph of the nominee

**NOTIFY NATIONAL DECA OF ANY CANDIDATES FOR THIS AWARD BY JAN. 10.
SUBMIT NOMINATION FORM AND ALL SUPPORT MATERIALS BY FEB. 17.**

**Submit to: DECA Professional Division Awards
Attn: Priscilla McCalla
1908 Association Drive
Reston, VA 20191**

DECA PROFESSIONAL DIVISION AWARD NOMINATION Honorary Life Membership

Name of Nominee _____
Home Address _____
Business Address _____
Occupation or Profession _____
Position or Title _____
Schools Attended _____
Degrees _____
Civic, Fraternal, and Other Organizational Activities _____

Nominated by: State/Provincial DECA/ΔEX Association /DECA/ΔEX
Advisor

1. _____
2. _____
3. _____

Professional Division Awards

Outstanding Service Award

The Outstanding Service Award is one of DECA's most prestigious awards. This award recognizes marketing education personnel who have rendered outstanding contributions toward DECA for more than five years. Candidates for this award must have contributed toward DECA's success at the **national level**. The maximum number of awards for both divisions shall not exceed 10 total.

Procedure:

The nomination form **MUST BE ACCOMPANIED BY:**

1. Nomination Form (follows)
2. Three letters of recommendation in support of the candidate as a National DECA award recipient.
3. A chronological list of the candidate's contributions and achievements that have advanced the cause of DECA and marketing education at the **national level**.

**NOTIFY NATIONAL DECA OF ANY CANDIDATES FOR THIS AWARD BY JAN. 10.
SUBMIT NOMINATION FORM AND ALL SUPPORT MATERIALS BY FEB. 17.**

Submit to: DECA Professional Division Awards
Attn: Priscilla McCalla
1908 Association Drive
Reston, VA 20191

DECA PROFESSIONAL DIVISION AWARD NOMINATION Outstanding Service Award

Name of Nominee _____
Home Address _____
Business Address _____
Occupation or Profession _____
Position or Title _____
Schools Attended _____
Degrees _____
Civic, Fraternal, and Other Organizational Activities _____

Nominated by: State/Provincial DECA/ΔEX Association /DECA/ΔEX

Advisor

1. _____
2. _____
3. _____

Professional Division Awards

Outstanding DECA Chapter Advisor Award

Each state/provincial association of DECA will recognize any DECA chapter advisor who is actively involved in DECA activities. Attached is a list of approved activities with point values attached to each. To earn the Outstanding DECA Chapter Advisor Award, an advisor must earn a total of 90 points. During the 2005-2006 school year, points will begin in September and accumulate through the state/provincial CDC. For the 2006-2007 school year, points will begin to accumulate at the state/provincial CDC and end at a time designated by the state/provincial advisor before the next year's state/provincial CDC. Advisors who accumulate the required number of points will submit a brief application to the state/provincial DECA advisor documenting each activity. Qualifying chapter advisors will earn a lapel pin and certificate from National DECA recognizing their achievement. Advisors will be recognized at the state CDC.

State/provincial advisors will notify National DECA of the number of qualifying chapter advisors two weeks before the state CDC so awards can be sent in ample time for distribution during the state/provincial CDC.

State/provincial advisors are able to add items that are unique for that state's/province's DECA and marketing activities. Point totals may be adjusted at the discretion of the state/provincial advisor.

**DEADLINE FEB. 3
IN STATE OFFICE ON THAT DATE**

Outstanding DECA Chapter Advisor

| Award | Points |
|--|--------|
| 1. Attend summer professional development conference | 10 |
| 2. Attend State Fall Leadership Conference | 10 |
| 3. Bring 10 or more students to Fall Leadership Conference | 10 |
| 4. Present a workshop at Fall Leadership Conference | 15 |
| 5. Attend Regional Fall Leadership Conference | 15 |
| 6. Membership in State Marketing Educators Association | 15 |
| 7. Participate in National DECA's Membership Campaign | 10 |
| 8. Recommend one or more DECA members for a DECA scholarship (5 points per application; up to 15 total) | 15 |
| 9. Submit one or more members for the DECA Marketing Honor Award (5 points per application; up to 15 totals) | 15 |
| 10. Recruit a teacher from another school to start a DECA chapter or reactivate a chapter | 15 |

Points earned below this line will count for next year's total for recognition.

| | |
|--|----|
| 11. Attend state Career Development Conference | 10 |
| 12. Serve as event director or assistant event director at state CDC | 10 |
| 13. Assist in running an event at state CDC or other assistance in running state CDC | 10 |
| 14. Assist in running an event at ICDC or serving as an assistant in another area (e.g., Leadership Academy) | 10 |

This indicates a possible 115 points; 90 points would be necessary to attain the award.

80% is 90 points

75% is 85 points

Tentative Agenda – Arkansas DECA SCDC

Sunday, Feb. 26, 2006

9-11 a.m. Registration

11 a.m. Advisor Briefing

12:15 p.m. Advisors report to testing as assigned

12:30 p.m. Judge's Briefing and lunch

12:30 p.m. Individual/Team Event Written Tests

1:45 p.m. Contestants begin prep for Role Play Individual and Team Events

2 p.m. Role Play and Chapter Team Events

3:30 p.m. Quiz Bowl competition

4:30 p.m. Arkansas DECA Scholarship Interviews

5:30 p.m. Officer Rehearsal

7-8:30 p.m. Opening General Session

8:30 p.m. Set-up for dance and Silent Auction

9-11 p.m. DECA Dance and Silent Auction (auction bidding closes at 10:30 p.m.)

11 p.m. Officer Elections

11:30 p.m. CURFEW

Monday, Feb. 27, 2006

7:30 a.m. Advisors' meeting and breakfast, AAMET meeting

10 a.m. Awards assembly